



City of Hermosa Beach
 1315 Valley Drive, Hermosa Beach, CA 90254
 310.318-0203 - Fax 310.372-6186
 Email: recordsrequest@hermosabch.org



Received By: CM
 Referred To: CM ofc.
 Date Referred: 5-1-18

Public Records Request

The City of Hermosa Beach encourages public participation in the governing process and provides reasonable accessibility to all public records except those documents which are exempt from disclosure by express provisions of law or considered confidential or privileged under the law. The City is under no obligation to respond to requests which are not focused or specific. The City may withhold documents which are exempt from disclosure under state or federal law, including the attorney—client privilege or any other applicable privilege. The City, in accordance with Government Code Section 6253(b), has ten (10) days to respond to any request for public documents by indicating whether or not the documents exist and will be made available. Actual production of the documents may take somewhat longer depending upon their ease of availability and staff workload. To assist us in providing a timely response to your request, please fill out the form below and indicate the specific record/document you wish to review.

Name (please print): <u>Bryant Moy</u>		Email: <u>bryant.moy@gmail.com</u>
Address:		Phone:
City:		Fax:

Record or Document Requested:

To assist the City with your request, please identify each requested record/document separately. Please be as specific as possible. Non specific inquiries may cause responses to be delayed or may prove to be burdensome and therefore the City may not be able to respond. (Additional sheets may be used) **Submit all requests to the City Clerk's Office.**

See attached

Photocopies are \$0.20 per page (Mailing fee, if applicable is \$3.00 plus postage). Fees must be paid before records are released.

I agree to pay all applicable fees and charges per the City Council Resolution of Fees for any copies I request of the above mentioned document. *Accepted method of payment:* Cash or check. Credit card accepted in person only.

Signature

Date

For Departmental Use Only:

Action Requested:

☐ Review Only
☐ Copies Requested

Action Taken:

☐ Document Reviewed
☐ Copies Provided
☐ Refusal/Reason

By _____ Date _____

☐ Non-Existent Document
☐ Other (Please Explain)

For City Clerk's Use Only:

Date Requestor Notified _____ Notified By: _____ Date Picked Up or Mailed _____

Subject: FW: Open Records Request

From: Bryant Moy <bryant.moy@gmail.com>

Date: April 30, 2018 at 6:18:35 PM PDT

To: jduclos@hermosabch.org

Subject: Open Records Request

Hello!

We are hoping your office can help us fill a public records request, under the California Public Records Act Section 6250. We have sent this request to 1400 other city government executives and plan to publish a report about our results. We will send a copy of this report to all city executives we have contacted.

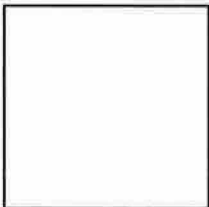
We are requesting a copy of official mayoral emails from January 1, 2018 to March 31, 2018 (inclusive) and we would like to access as much data as is feasible for those months. Ideally, we would have access in electronic format to all of the non-private emails archived from the inboxes and sent boxes to the office of the mayor. We understand that in some instances there may be fees to cover search and electronic delivery; in such circumstances, we kindly request that an estimate be provided so that we can manage our project budget accordingly.

This is part of a Washington University in St. Louis research study, under the direction of Professor Betsy Sinclair, to understand patterns in the ways local governments employ email to communicate both internally and with those outside of government. We are hoping your office will help us understand best practices in transparency and accessibility with regard to official electronic communications.

We are more than happy to correspond with any staff to assist in this public records request for emails.

Cordially,

Bryant Moy
Department of Political Science
Washington University in St. Louis
Bryant.Moy@gmail.com



This email and any files or attachments transmitted with it may contain privileged or otherwise confidential information. If you are not the intended recipient, or believe that you may have received this communication in error, please advise the sender via reply email and immediately delete the email you received.